

MINUTES
SOUTH & CENTER CHAUTAUQUA LAKE SEWER DISTRICTS
ADMINISTRATIVE BOARD MEETING
AUGUST 17, 2021

PRESENT

Karen Rine-Chair
Pierre Chagnon
William Chandler
Tom Erlandson
William Ortman
Steve Abdella
Brad Bentley
Thomas Walsh
Bryan Wilson

PRESENT VIA TELECONFERENCE

Paul McGarvey – GHD

EXCUSED

Robert Yates
Andrea McLean

Chair Karen Rine called the meeting to order @ 12:02 pm.

Pierre Chagnon moved to approve the Board Meeting Minutes of May 4, 2021, June 3, 2021 and July 13, 2021 as written and distributed. William Ortman seconded the motion and the motion carried unanimously.

Next Mr. Paul McGarvey of GHD gave a brief update regarding the status of the easement collection for the West Side Sewer Project. He said to date we have received a bit over 93% of the easements back, with approximately 19 still outstanding. It is felt there is a good chance we will receive an executed easement for about half of these 19 (based on communication with homeowners) and a “Plan B” is underway pertaining to the others.

Next, Mr. McGarvey made mention of the meetings that have been held with Contractor JD Northrup Construction. A kick-off meeting was held, along with a progress meeting and the second progress meeting is scheduled for tomorrow (August 18, 2021). He said they plan to discuss JD Northrup’s schedule of work at tomorrow’s meeting, with details related to the first few tasks to be undertaken as the project commences.

ACTIONS BEFORE THE BOARD

Chairman of the Districts' Finance Committee Pierre Chagnon spoke regarding the SCCLSD proposed 2022 Budget. He gave a brief overview to the Board and explained a couple of revisions made. After Committee review with Districts' staff, **Mr. Chagnon moved to recommend that the Legislature approve the South & Center Chautauqua Lake Sewer Districts' 2022 proposed Budget as presented. Mr. Chandler seconded the motion and the motion carried unanimously via roll call vote.**

After some discussion about availability, **Thomas Erlandson moved to change the September Board Meeting date from Tuesday, September 7, 2021 to Wednesday, September 15, 2021 at noon. Mr. Chagnon seconded the motion and the motion carried unanimously.**

DIRECTOR'S REPORT

Director Walsh reviewed his submitted Director's report with the group with no areas of particular concern.

He made special mention of the planned ground-breaking ceremony pertaining to the Sewer Extension Project. This will take place on Monday, August 30, 2021 @ 11:00 am @ the BOCES's Hewes Center, 2615 Maple Street, in Ashville, NY.

COMMITTEE REPORTS

Finance Committee:

Mr. Chagnon spoke about grant funding (CFA application and other "potential" sources) for the Phase 2 portion of the Sewer Extension. He was happy to report that the project is "on the list" to be considered, making use of the "American Rescue Plan Funds" that the County received. He further made mention of the WIIA Grant from NYS. In summation, he stated he is confident that Phase 2 is "nearing reality" and we need to begin the process of extending the District.

Technical Committee:

Nothing to report.

Personnel Committee:

Chair Karen Rine stated that the Personnel Committee will be doing Director Walsh's employee evaluation on September 15, 2021.

ATTORNEY'S REPORT

Attorney Abdella stated he had nothing further to report.

CHAIRPERSON'S REPORT

Chair Karen Rine mentioned the next update meeting scheduled for August 26, 2021 @ 9:30 am at the Districts and reiterated the importance of a strong show of support from our Board at the ground-breaking ceremony on August 30, 2021 @ 11:00 am.

With nothing further to discuss for the good of the Districts, **William Ortman moved to adjourn @ 1:10 pm. Dr. Erlandson seconded the motion and the motion carried unanimously.**

Respectfully submitted,

Lou Ann Peterson
Recording Secretary

c: Thomas Walsh, Director SCCLSD
Steve Abdella, Chautauqua County and Districts' Attorney
Board
File